College of Liberal Arts

Department of Humanities

Chris Kast

Associates of Arts: Interdisciplinary studies

Fall 2024

The current program will provide students attending the university's middle college an opportunity to complete an associate's degree, which provides them a broad foundation in the core curriculum and two specialized areas of focus, while also completing their final two years of high school. This aligns broadly with our entire university mission, but strongly supports our focus on transformational impact. Making this program available on Fairmont State's campus will create an opportunity to improve student success with this population by supporting the student through the transition from high school to college, which is especially risky for foster youth.

B. Specialized Accreditation:

NA

C. Internal Approvals:

See Appendix A

D. Program Description and Characteristics:

1. Program Classification:

Associates of Arts: Interdisciplinary studies

CIP Code: 30.0000

2. Catalog Description:

This program is designed to accomplish two related goals. First, coursework will meet the junior and senior year requirements for West Virginia high school graduation. Second, it will progress students to a point comparable to that of a typical rising university junior in the core curriculum and significant course credit in two focus areas in available disciplines roughly equivalent to minors in those areas.

3. Total Credit Hours:

60 Semester hours for completion

4. Program Length:

Two Years

5. Target Audience

This program is designed specifically for students attending the Fairmont State University Middle College.

6. Modality:

Face to face.

7. Admission Standards:

Standards will follow a selective admissions process executed jointly between Fairmont State University, The West Virginia Department of Health and Human Resources, and the KVC group.

8. Performance Standards:

Standards will align with those already in place for the general university. Minimum grades necessary to receive credit for the class and a minimum GPA of 2.0 for successful completion.

9. **Contractual Arrangements:**

This program will be in partnership with the KVC group a private, nonprofit organization dedicated to strengthening families and preventing child abuse and neglect. This group will provide legal oversight for these students in the foster care program. Subsequently, they will be responsible for the

social and emotional wellbeing of these students while Fairmont State University addresses their educational needs. Collaboration will occur between these two entities regarding student selection, room and board, and student support and success.

E. Institutional Planning for the Program.

1. Planning Process:

Articulation of need for the current program emerged out of the broader discussion regarding the establishment of a middle college for West Virginia foster care youth. This discussion took place during the execution of previously established summer programing with the KVC group. The First Star program, a college summer camp for foster youth, has met with great success, and additional conversation among the principles led to the current initiative. As part of the planning for this process responsibility for the creation of the academic program was delegated to the Dean of the College of Liberal Arts who, in collaboration with various other administrators and faculty at the institution, developed the contents herein.

2. Physical faculty and Equipment Needs:

It is the expectation current facilities can easily absorb these students from this program. Existing classroom and laboratory space have been designed with a larger student population in mind, and surplus capacity exists to easily redeploy for the proposed program.

3. Program Market

The proposed program will service a specific population selected from the roughly 7,000 students currently in foster care in WV. The initial class will include only 50 high school juniors with an additional 50 enrolled in year two as this first group matriculates. Part of the collaboration with the KVC group will be to identify candidates with need and a high probability to succeed in this program. This arrangement, along with broader state support for this specific initiative give us confidence that this will be a sustainable endeavor.

4. Program growth

As outlined above, 50 students will be enrolled in year one with another 50 in year two. Subsequently, enrollment will be capped at 100 students total for the foreseeable future.

5. Financial Self-sufficiency of program.

The currently proposed program will be supported by a dedicated revenue stream associated with the creation of the middle college. As such, revenues from this group of students will support, if necessary, additional adjunct budget for the courses included in the program.

6. Program Marketing Control.

All program marketing and communications are overseen by the university's department of marketing and relations in concert with academic affairs. These groups ensure that all brochures or website materials used in marketing the program are accurate. In this specific case this degree will not be marketed to the general public so communications will be directed primarily to the target population.

F. **Curriculum and Instructional Design.**

    1. Program Learning outcomes.

PLO 1: Students will communicate effectively through writing, reading, and speaking.

PLO 2: Students will use math and natural sciences knowledge to analyze problems and make decisions.

PLO 3: Students will use knowledge learned from historical patterns in political, cultural, and economic life to analyze modern societal dynamics.

PLO 4: Students will demonstrate the ability to synthesize acquired knowledge and skills by successfully completing a capstone project that explores their unique academic and professional interest.

Learning Outcome	Course
PLO 1	English 1101
	English 1102
	Communications 2200
PLO 2	Selected Science course
	Selected Math course
PLO 3	POLI 1100
	Selected Social Science course
PLO 4	INST: 1199 Middle College Seminar
	INST: 2299 Capstone

    2. Program Content

The program content will primarily include pre-existing courses. Additionally, given the nature of the program, which prioritizes flexibility and student choice, only the specifically required courses may be identified. Descriptions for all courses within the university's course inventory exist in the undergraduate catalog. Students will select under supervision of their academic advisor two academic disciplines to pursue while completing this degree. For example, in addition to the required courses, student may select psychology and biology. Students will then use the academic maps for each four-year degree to select classes as identified by that degree's model schedule. It is understood that all areas, such as those which are highly structured due to accreditation requirements may not be available for students to select. The need to meet high school diploma requirements limits options somewhat for students in this program.

Course	Credit hours
INTR 1199	3
INTR 2299	3
English 1101	4
English 1102	3
Communications 2200	3

Two Mathematics courses based on Accuplacer:	6-8
Math 1407 or Higher	
POLI 1000	3
MUSI/THEA/ART 1120	3
Selected CORE Science Credit	4
Selected CORE Social Science Credit	3
BSBA 2200	
GEOG 2210	
PSYC 1101	
SOCY 1110	
Primary Discipline: A degree granting program at Fairmont State University	13-15
Secondary Discipline: A second degree granting program or standalone minor at Fairmont state university	10
Total	60

3. Cooperative Agreements

NA

G. Evaluation.

1. Assessment:

The program will adopt an assessment model similar to that currently in use by the university's core curriculum. Faculty representing the courses identified in the specified required courses will meet at least once per year to discuss performance in these areas, along with overall student performance in progressing toward completion. In addition, a gateway and capstone course will be piloted and developed to meet the needs of this specialized population. These courses will allow for the development of a portfolio of their work, which will be assessed regarding their ability to synthesize the diverse information received across their specialized curriculum.

2. Evaluation Process

This program will follow the same process as all of Fairmont State University's programs. Administrators providing oversight will track relevant metrics in cooperation with faculty providing program courses. Standards metrics such as enrollment and student performance will be tracked year to year and assessed in aggregate for university and board of governors' approval every five years.

3. Assessment

The proposed program will follow similar processes to other programs at Fairmont State University. Faculty teaching program courses will meet once a year to examine student achievement in those courses and review data supplied by the office of institutional research. Overall enrollment and completion will be examined by a program coordinator in cooperation with the Provosts office. Finally,

as previously noted, an exhaustive review by the university will take place every five years and include input by all stakeholders.

4. Advisory Board

An advisory board made up of stakeholders from KVC, the West Virginia Department of Health and Human Resources, and Marion County schools, among others, will provide ongoing feedback as to the effectiveness of this degree in meeting the stated mission of the middle college.

H. Institutional Staffing, Faculty, and Student Support

1. Faculty Instructional Requirements

The proposed program will take advantage of currently available courses. Subsequently, no new faculty will be necessary. As the program is implemented seats in relevant courses will be closely monitored to determine if additional sections are necessary. If so typical university procedures for adding additional sections will apply.

2. Faculty Inventory

Based on the specialized nature of this proposed program, most faculty employed by Fairmont State University may contribute to one extent or another in their area of expertise. Confirmation of faculty qualifications can be found in the department of human resources and was confirmed recently as part of our normal HLC accreditation process.

3. Graduate Faculty

NA

CURRICULUM REVISION PROPOSAL
GUIDELINES

A. **CURRICULUM REVISION FORM:** Use this form for changes to a single program (degree, major, concentration, teaching specialization, minor, certificate), such as:

1. Adding existing or new course(s) to the program. If adding a brand-new course, submit a separate new course proposal form and attach to this proposal.
2. Changes in requirements for majors, minors, concentrations, certificates.
3. Changes to program credit hours.
4. Modifying a program description.
5. Other substantive curriculum changes.

B. **APPROVAL STEPS**
   • College and/or Department
   • Curriculum Committee
   • Faculty Senate

C. **DEPARTMENT REVIEW OF PROPOSALS:** Submitted proposals must have been carefully reviewed by the department as well as affected departments where applicable.

D. **PROPOSAL SUBMISSION BY THE DEAN OR CHAIR TO PROVOST'S OFFICE**: Proposals originating from the academic unit are to be submitted electronically to the Provost's Office/Executive Director of Academic Programs by the Dean or Chair on behalf of the department.

E. **MEMO OF SUPPORT FROM DEANS OF AFFECTED DEPARTMENTS:** If the Curriculum Committee requests these letters, attach them to the back of your proposal.

F. **PROPOSAL SUBMISSION DATE**: Proposals may be submitted throughout the year, but *they must be received no later than **November 15** if they require action for implementation for the following academic year.* Proposals received after the deadline may not be acted on in time for implementation the next academic year.

G. **CURRICULUM COMMITTEE MEETINGS:** The Curriculum Committee meets on the fourth Tuesday of each month. Proposals submitted to the Provost's Office/Associate Provost on or before the second Tuesday of the month will be on that month's agenda.

CURRICULUM REVISION PROPOSAL

Prepare proposal in accordance with the guidelines below and the format shown on the following pages. Should any item under the headings not pertain to your proposal, write N/A.

PROPOSAL NUMBER: Click or tap here to enter text.

REVISION (label Revision #1, #2, etc.):Click or tap here to enter text.

SECTION 1: CONTACT INFORMATION

Name:	Angela Schwer
Title:	Chair, Humanities Department
E-mail Address:	Angela.Schwer@fairmontstate.edu
Phone Number:	X4723

SECTION 2: PROGRAM INFORMATION

College:	College of Liberal Arts
Department:	Humanities
Title of Degree Program/Certificate:	Communication Arts Minor
Degree Program Level:	Minor
Date Originally Submitted:	11/15/2023
Implementation Date Requested:	8/1/2024

APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental approval of this proposal. Should this proposal affect any course or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the memo(s) must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
COLA	*Chris kast*
	Verified by signNow 11/02/2023 19:28:40 UTC 8ae24a7f564e45e09f72

ADDITIONAL COMMENTS:

SECTION 3: Curriculum Revision Request

A. PROPOSAL ABSTRACT.

Write a brief abstract, not exceeding 200 words, describing proposed changes.
This revision of the Communication Arts Minor is necessary because some of the current courses are no longer being offered, as a result of last year's revision of the major.

B. DESCRIPTION OF THE PROPOSAL

1. Full Program Name:	Communication Arts Minor
2. Current number of credit hours required for the program:	24 hours
3. Is the program changing the number of credit hours required for the program?	Yes ☒ No ☐
4. How many credit hours will be added to the program?	6 hours
5. How many credit hours will be deleted from the program?	15 hours

6. Added Course(s) (If applicable): List the course(s) to be added to program (if applicable). Indicate whether the course is an existing course or will be a proposed new course.
COMM 3320 Social Media Communication Concepts and Practices (existing course) COMM 3000 - Communication Perspectives of Popular Culture (existing course)
7. **Deleted Courses (if applicable):** List course(s) to be deleted from the program (if applicable). Indicate the term in which the course will no longer be available for students to take and the catalog in which students will not have the option to take the course.
COMM 1105 Voice and Diction (No longer available in 2022-23) COMM 2213 Introduction to Communication Theory and Research (will remain in the major) COMM 2219 Language in Communication (No longer available after Spring 2022) COMM 3337 Persuasive Communication (will remain in the major) COMM 3345 Oratory (No longer available after Spring 2023)
8. **Teach-out Arrangement**: If a required course will be deleted from the program, what is the arrangement for current students in the program to complete the required course?
Courses will be arranged for students on an ad hoc basis. Currently a course was arranged for 2 students who needed COMM 3345 in Spring 2024.

C. REVISION TO PROGRAM DESCRIPTION (if applicable)

1. Current Program Description
2. Proposed Program Description

D. RATIONALE

1. **Description of the Rationale/Justification.** Describe the rationale for the curriculum revision. For example, indicate the types of assessment data (e.g., surveys, interviews, capstone courses, projects, licensure exams, nationally-normed tests, locally developed measurements, accreditation reports, etc.) collected and analyzed to determine that curricular changes were warranted. Is it due to market trends? Does it reflect changes in the discipline? What are the expected results of the change?
Courses not in the major cannot be offered in the minor. With the restructuring of the major, the minor has been reconfigured to better mirror the new major.

E. RESOURCES

1. Will new faculty, be needed to support the program revision? If no new faculty are required and the revision is adding classes or substituting courses, identify how current faculty will meet the demand.
No new faculty needed.
2. Will new facilities, equipment, space modification, and/or library materials/services be needed to support the program change? Provide an estimate of the increased cost, or reduction in cost of implementation (if applicable).
No. The change will make it easier for the department to serve the COMM minors because all courses will be readily available.

F. PROGRAM CHANGE SUMMARY

A. **APPENDIX A**: For degree programs, majors, and concentrations (only), use the format in Appendix A to show the Current Program and Proposed Changes.

B. For revisions to minors and certificates, attach a document showing the current program and proposed changes. You do not need to complete Appendix A for minors and certificates.

Current Communication Arts Minor
24 Credit Hours

- COMM 1105 - Voice & Diction Credit Hours: 3
- COMM 2201 - Introduction to Group Discussion Credit Hours: 3
- COMM 2213 - Introduction to Communication Theory and Research Practices Credit Hours: 3
- COMM 2219 - Language in Communication Credit Hours: 3
- COMM 2241 - Argumentation & Debate Credit Hours: 3
- COMM 3300 - Intercultural Communication Credit Hours: 3
- COMM 3337 - Persuasive Communication Credit Hours: 3
- COMM 3345 - Oratory Credit Hours: 3

Proposed Communication Arts Minor
15 Credit Hours

COMM 2201   Introduction to Group Discussion   Credit Hours: 3
- COMM 2241 - Argumentation & Debate Credit Hours: 3
- COMM 3300 - Intercultural Communication Credit Hours: 3
- COMM 3200 - Social Media Communication Concepts and Practices Credit Hours: 3
COMM 3000 - Communication Perspectives of Popular Culture Credit Hours: 3

NEW COURSE PROPOSAL GUIDELINES

A. **NEW COURSE PROPOSAL FORM:** Use this for establishing a new undergraduate or graduate course as a program requirement or elective.

B. **PROPOSAL SUBMISSION BY THE DEAN OR CHAIR TO PROVOST'S OFFICE**: Proposals originating from the academic unit are to be submitted electronically to the Provost Office/Executive Director of Academic Programs by the Dean or Chair on behalf of the department.

C. **LETTERS OF SUPPORT FROM DEANS OF AFFECTED DEPARTMENTS:** If the Curriculum Committee requests these letters, attach them to the back of your proposal.

D. **COURSE PROPOSAL SUBMISSION DATE**: Proposals may be submitted throughout the year, but *they must be received no later than November 15 if they require action for implementation for the following academic year.* Proposals received after the deadline may not be acted upon in time for implementation the next academic year.

E. **CURRICULUM COMMITTEE MEETINGS:** The Curriculum Committee meets on the fourth Tuesday of each month.

F. **2nd TUESDAY OF THE MONTH.** Proposals submitted to the Provost's Office/ on or before the second Tuesday of the month will be on that month's agenda. The last possible date to submit a new course proposal for the academic year is the 2nd Tuesday in January.

New Course Proposal

Prepare course proposal in accordance with the guidelines below and the format shown on the following pages.

COURSE PROPOSAL NUMBER:

REVISION (label Revision #1, #2, etc.):

SECTION 1: PROPOSAL INFORMATION

Name:	Kristy Henson
Title:	Assistant Professor of Forensic Science
E-mail Address:	Kristy.Henson@Fairmontstate.edu
Phone Number:	X4877

College:	College of Science & Technology
Department:	Natural Sciences
Program Level:	Undergraduate
Date Originally Submitted:	10/20/2023
Implementation Date Requested:	8/1/2024

APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental support of this new course proposal. Should this new course affect any other department or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the letters(s) or email(s) of support must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
Science and Technology	Steven Roof

ADDITIONAL COMMENTS:

New Course Proposal

SECTION 2: COURSE CATALOG INFORMATION

1. **Course Subject Prefix and number (e.g., ENGL 1101):** Course number/prefix combinations may be used only once, and <u>may not be recycled</u>; please check with the Registrar's Office to get a list of available, valid course numbers.	FORS 4495
2. **Course Title:** The title of the course as it will appear in the course catalog.	Problems in Forensic Science
3. **Number of Credit Hours:** Indicate the total number of credit hours for the course. If you are proposing a course with variable credit options, explain that here.	2
4. **Repeatability (number of repeat credit hours):** Students can repeat the course for credit.	
5. **Course Prerequisites:** Include subject prefix and course number. List only immediate prerequisites (not prerequisites for other prerequisite courses).	Instructor approval required
6. **Course Co-requisites:** Include subject prefix and course number.	
7. **Course Cross-listings** (e.g., PSYC 2230 and SOCY 2230)	
8. **Course Restrictions** (e.g., Seniors only)	
9. **Grade Type:** Indicate whether students will be assigned a standard A-F final grade, a Pass/Fail (P/F) grade, or No Grade (NG).	A-F final grade
10. **Requirements:** Will the course be a required or elective course? What course requirements will this course satisfy? Indicate specific major, minor, or College/Department requirement(s).	Forensic science elective
11. **Course Terms:** In what semester(s) will the course be offered? (e.g., Fall only, Summer)	Fall and Spring
12. **Writing Intensive:** Does this course fulfill the Writing Intensive major requirement?	No
13. **Core Curriculum:** Will the course be reviewed and considered as a University Core Curriculum course offering? If yes, you will need to submit a separate Core Curriculum application to the General Studies Committee.	No

SECTION 3: CURRICULUM-BASED RATIONALE

What is the reason for developing the proposed course? Explain how the course fits into the curriculum. For example, is it a required or elective course for any specific program (if so, which one)? Which students will be taking this course? If there are already similar courses offered, explain why the needs of the program cannot be satisfied by an existing course. The curriculum-based rationale should be brief and to the point.

We would like to have consistent course offerings throughout Natural Sciences. Currently the Biology and Chemistry programs offer XXX 4495 as a course in the academic catalog with the same course description. Forensic science does not have this option available for our students. Many of our students want to specialize in a specific forensics topic but we do not offer specialization electives on all forensics fields.

SECTION 4: COURSE SYLLABUS

Attach the course syllabus or at minimum the following course components:

Catalog Course Description: Include a course catalog description written in complete sentences that will be published in the university catalog. The word length for a catalog description should be less than 80 words. Do not include any prerequisites, corequisites or any other restrictions in the description.

This course is designed for students who have an interest in a specific problem in forensic science. It should not be used as a means of meeting requirements but rather as a research course that goes beyond the usual courses in developing the student's body of knowledge.

Course Learning Outcomes: These should be stated in terms of what new knowledge and/or skills students should be able to <u>demonstrate</u> upon successful completion of the course. Present course learning outcomes as a bulleted list predicated with "Upon successful completion of this course, students should be able to…"

Upon successful completion of this course, students should be able to complete the following:

- Students will discuss scientific literature of a specific field of forensic science.
- Students will collaborate with faculty on a specific field of forensic science.
- Students will discuss limitations of a specific field of forensic science.

Assessment: Describe generally how students' achievement of the course learning outcomes will be assessed.

-Journal article discussions.
-Webinars
-Attendance
-Content presentation/lecture
-Final paper

Course Outline: Attach a course content outline consisting of at least two levels.

- Module 1 Discovery of topic
    - Student determines topic of interest
    - Student and faculty compile relevant research articles on the topic
- Module 2: Discussion of topic
    - Weekly article discussions on topic
        - Background, methodology, results
    - Watch and discuss webinars/virtual seminars
- Module 3: Sharing of information
    - Student presents lecture on specialized topic to relevant FORS course
    - Student submits final paper on topic

NEW COURSE PROPOSAL GUIDELINES

A. **NEW COURSE PROPOSAL FORM:** Use this for establishing a new undergraduate or graduate course as a program requirement or elective.

B. **PROPOSAL SUBMISSION BY THE DEAN OR CHAIR TO PROVOST'S OFFICE**: Proposals originating from the academic unit are to be submitted electronically to the Provost Office/Executive Director of Academic Programs by the Dean or Chair on behalf of the department.

C. **LETTERS OF SUPPORT FROM DEANS OF AFFECTED DEPARTMENTS:** If the Curriculum Committee requests these letters, attach them to the back of your proposal.

D. **COURSE PROPOSAL SUBMISSION DATE**: Proposals may be submitted throughout the year, but *they must be received no later than November 15 if they require action for implementation for the following academic year.* Proposals received after the deadline may not be acted upon in time for implementation the next academic year.

E. **CURRICULUM COMMITTEE MEETINGS:** The Curriculum Committee meets on the fourth Tuesday of each month.

F. **2nd TUESDAY OF THE MONTH.** Proposals submitted to the Provost's Office/ on or before the second Tuesday of the month will be on that month's agenda. The last possible date to submit a new course proposal for the academic year is the 2nd Tuesday in January.

New Course Proposal

Prepare course proposal in accordance with the guidelines below and the format shown on the following pages.

COURSE PROPOSAL NUMBER:

REVISION (label Revision #1, #2, etc.):
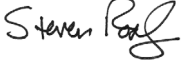
SECTION 1: PROPOSAL INFORMATION

Name:	Kristy Henson
Title:	Assistant Professor of Forensic Science
E-mail Address:	Kristy.Henson@Fairmontstate.edu
Phone Number:	X4877

College:	College of Science & Technology
Department:	Natural Sciences
Program Level:	Undergraduate
Date Originally Submitted:	10/20/2023
Implementation Date Requested:	8/1/2024

APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental support of this new course proposal. Should this new course affect any other department or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the letters(s) or email(s) of support must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
Science and Technology	*Steven Roof*

ADDITIONAL COMMENTS:

New Course Proposal

SECTION 2: COURSE CATALOG INFORMATION

1. **Course Subject Prefix and number (e.g., ENGL 1101):** Course number/prefix combinations may be used only once, and <u>may not be recycled</u>; please check with the Registrar's Office to get a list of available, valid course numbers.	FORS 4998
2. **Course Title:** The title of the course as it will appear in the course catalog.	Undergraduate research
3. **Number of Credit Hours:** Indicate the total number of credit hours for the course. If you are proposing a course with variable credit options, explain that here.	0-6
4. **Repeatability (number of repeat credit hours):** Students can repeat the course for credit.	Repeatable
5. **Course Prerequisites:** Include subject prefix and course number. List only immediate prerequisites (not prerequisites for other prerequisite courses).	Instructor approval required
6. **Course Co-requisites:** Include subject prefix and course number.	
7. **Course Cross-listings** (e.g., PSYC 2230 and SOCY 2230)	
8. **Course Restrictions** (e.g., Seniors only)	
9. **Grade Type:** Indicate whether students will be assigned a standard A-F final grade, a Pass/Fail (P/F) grade, or No Grade (NG).	A-F final grade
10. **Requirements:** Will the course be a required or elective course? What course requirements will this course satisfy? Indicate specific major, minor, or College/Department requirement(s).	Forensic science elective
11. **Course Terms:** In what semester(s) will the course be offered? (e.g., Fall only, Summer)	Fall and Spring
12. **Writing Intensive:** Does this course fulfill the Writing Intensive major requirement?	No
13. **Core Curriculum:** Will the course be reviewed and considered as a University Core Curriculum course offering? If yes, you will need to submit a separate Core Curriculum application to the General Studies Committee.	No

SECTION 3: CURRICULUM-BASED RATIONALE

We would like to have consistent course offerings throughout the university. Forty programs offer XXX 4998 a course in the academic catalog with the same course description. Forensic science does not have this opt available for our students. Many of our students want more research experience during the academic year. This course allows students to sign up for 0-6 hours of undergraduate research which they can repeat. This course will assist many of our Promise scholars who come in with all of their general studies outcomes and have trouble maintaining the 30-hour requirement or our students who do not have enough classes to maint fulltime hours.

We currently must ask if our students can enroll in a biology, chemistry or physical education courses which supervise.

SECTION 4: COURSE SYLLABUS

Attach the course syllabus or at minimum the following course components:

Catalog Course Description: Include a course catalog description written in complete sentences that will be published in the university catalog. The word length for a catalog description should be less than 80 words. Do not include any prerequisites, corequisites or any other restrictions in the description.

Undergraduate research is an experiential learning activity that provides an opportunity for a student to engage in the scholarly activities of their major discipline under the guidance of a faculty mentor who will work in close partnership with each student in his or her formulation of a project, the development of a research strategy, and the assessment of a student's progress. The primary goal is for each student scholar to conduct an inquiry or investigation that makes an original, intellectual or creative contribution to their discipline and which is shared in an appropriate venue.

Course Learning Outcomes: These should be stated in terms of what new knowledge and/or skills students should be able to demonstrate upon successful completion of the course. Present course learning outcomes as a bulleted list predicated with "Upon successful completion of this course, students should be able to…"

Upon successful completion of this course, students should be able to complete the following:

- Students will apply scientific content to design an undergraduate research project.
- Students will collaborate with a faculty mentor while carrying out a research project.

Assessment: Describe generally how students' achievement of the course learning outcomes will be assessed.

-40-hours of hands on research for each credit hour enrolled – attendance equivalent.
-Research proposal.
-Drafts of paper sections (introduction, material and methods, results, discussion, conclusion)
-Final paper.

Course Outline: Attach a course content outline consisting of at least two levels.

- Module 1: Research proposal
  - Work with faculty mentor to develop semester long undergraduate research project
  - Conduct literature review
  - Test experimental methods
- Module 2: Collect data
  - Work in lab for a minimum of 40 hours to collect data towards research project
  - Work with faculty member to run appropriate statistical methods
  - Submit paper drafts for feedback
- Module 3: Project clean up and completion
  - Clean up lab space and dispose of chemicals and waste.
  - Submit final paper.

CURRICULUM REVISION PROPOSAL

Prepare proposal in accordance with the guidelines below and the format shown on the following pages. Should any item under the headings not pertain to your proposal, write N/A.

PROPOSAL NUMBER: 23-24-12

REVISION (label Revision #1, #2, etc.):

SECTION 1: CONTACT INFORMATION

Name:	Robin K. Payne (w/ Hayley Bowman, J Tomlin, and Ned Radulovich)
Title:	Associate Professor of History
E-mail Address:	rpayne4@fairmontstate.edu
Phone Number:	Ext 4758

SECTION 2: PROGRAM INFORMATION

College:	College of Liberal Arts
Department:	Social Sciences
Title of Degree Program/Certificate:	History, Bachelor of Arts
Degree Program Level:	Bachelor's Degree
Date Originally Submitted:	11/13/2023
Implementation Date Requested:	8/1/2024

APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental approval of this proposal. Should this proposal affect any course or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the memo(s) must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
College of Liberal Arts (Dr. Chris Kast)	*[signature]*

ADDITIONAL COMMENTS:

SECTION 3: Curriculum Revision Request

A. PROPOSAL ABSTRACT.

Write a brief abstract, not exceeding 200 words, describing proposed changes.
The History Program faculty are revising the existing Bachelor of Arts in History in order to modernize the degree requirements in accordance with developments in the field.

B. DESCRIPTION OF THE PROPOSAL

1. Full Program Name:	History, Bachelor of Arts
2. Current number of credit hours required for the program:	120
3. Is the program changing the number of credit hours required for the program?	Yes ☒ No ☐
4. How many credit hours will be added to the program?	1 credit hour
5. How many credit hours will be deleted from the program?	

6. Added Course(s) (If applicable): List the course(s) to be added to program (if applicable). Indicate whether the course is an existing course or will be a proposed new course.
HIST 4480 – History Senior Portfolio (1 credit hour)   • NOTE: this course is being created with a curriculum proposal submitted concurrently with this proposal.
7. **Deleted Courses (if applicable):** List course(s) to be deleted from the program (if applicable). Indicate the term in which the course will no longer be available for students to take and the catalog in which students will not have the option to take the course.
8. **Teach-out Arrangement**: If a required course will be deleted from the program, what is the arrangement for current students in the program to complete the required course?

No required courses are being deleted from the History Bachelor of Arts Degree. Students who are currently enrolled in the History B.A. or B.S. degree pathways will have the option of following the newly established curriculum. The existing degree options will be taught-out for students who do not wish to update their academic catalog.

C. REVISION TO PROGRAM DESCRIPTION (if applicable)

1. Current Program Description

Every person, every place, everything on earth has a history, a story of its past that can help us understand human existence and human behavior. The History Program's major and minor draw upon a broad curriculum that encompasses regional, national, and international history, as well as such special topics as the revolutions in history and diplomatic history. The History Program offers two types of majors. The Bachelor of Arts degree has the traditional emphasis on language skills, especially through study of a foreign language. It is a good choice for students thinking about postgraduate study. The Bachelor of Science degree develops basic capabilities in statistics and computer science. It is a good choice for students interested in the modern social science approach to historical understanding.

The great advantages of historical study are:

1. Emphasis on developmental and evolutionary aspects of human experience.
2. Examination of many different fields of human activity.
3. Use of insights and methods of many other fields.

Students completing a bachelor's degree in history may enter professional practice in academic history (teaching and writing), public history (archives and special research, consultancy) or publishing (print, electronic, film and television documentary). The history major also provides excellent preparation for careers in law, government, politics, foreign service, historical preservation and journalism.

2. Proposed Program Description

Every person, place, idea, and belief has a history, or a narrative of its past, that can help us better understand human existence, behavior, and memory. The History Program's major and minor draw upon a broad curriculum that aspects of regional, national, and global history, as well as more focused topics such as religious, intellectual, political, cultural, gender, and economic history. The Bachelor of Arts in History emphasizes broadly applicable skills in foreign languages, global awareness, data analysis, social and behavioral sciences, the humanities, project management, and teacher training. It also provides students with the skills to pursue post graduate study in a variety of disciplines including History, Political Science, Public Service, Public Policy, Museum and Archive Management, and others.

The study of History offers many advantages and skills, including:

1. Emphasis on developmental and evolutionary aspects of human experience.
2. Examination of many different fields of human activity.
3. Use of insights and methods of many other fields.

4. Understanding of the role of History in modern debates surrounding political, religious, economic, and world events.

Students completing a bachelor's degree in history may enter professional practice in academic history (teaching and writing), public history (archives and special research, consultancy) or publishing (print, electronic, film and television documentary). The history major also provides excellent preparation for careers in law, government, politics, foreign service, historical preservation, journalism, public policy, and civic planning. It is also an increasingly attractive major for those wishing to pursue analytical and project-based jobs in corporate and multi-national organizations.

D. RATIONALE

1. **Description of the Rationale/Justification.** Describe the rationale for the curriculum revision. For example, indicate the types of assessment data (e.g., surveys, interviews, capstone courses, projects, licensure exams, nationally-normed tests, locally developed measurements, accreditation reports, etc.) collected and analyzed to determine that curricular changes were warranted. Is it due to market trends? Does it reflect changes in the discipline? What are the expected results of the change?

While the Bachelor of Arts in History has been updated in recent years to reflect the creation of HIST 2250 (a writing intensive course for history majors) and newly created advanced history electives, the basic curricular requirements have not been comprehensively revised in several decades. As such, some of the current major requirements are antiquated in light of more recent developments in the field. For example – the current B.A. in History requires 12 credit hours in foreign language due to previous national standards that a liberal arts education must include foreign language proficiency. While the history faculty remain committed to cultivating the learning of foreign languages within our major and intend to encourage students to take that pathway when appropriate, broadening our student's options for developing proficiency in global history and culture will invariably provide them with more flexibility in meeting their individual needs and career goals.

These proposed changes are thus designed to modernize our curricular requirements for students earning a Bachelor of Arts in History with an eye to remaining in line with contemporary national standards in the profession of history as outlined by organizations like the American Historical Association and the Organization of American Historians.

These changes will enable history majors to develop particular skillsets that are relevant to the profession while building a solid foundation in historical knowledge with attention to enhancing global awareness and developing familiarity with the methodologies of the humanities, social sciences, and the behavioral sciences.

E. RESOURCES

1. Will new faculty, be needed to support the program revision? If no new faculty are required and the revision is adding classes or substituting courses, identify how current faculty will meet the demand.

The history program could benefit from the hiring of an additional tenure-track assistant professor in order to broaden our course offerings in non-US and non-European fields; however, the history program is able to facilitate this curriculum revision with its current faculty in place. No new faculty are required in order to initiate the changes.

2. Will new facilities, equipment, space modification, and/or library materials/services be needed to support the program change? Provide an estimate of the increased cost, or reduction in cost of implementation (if applicable).
Not applicable.

F. PROGRAM CHANGE SUMMARY

A. **APPENDIX A**: Current Program requirements.

B. **Appendix B:** Proposed Program Requirements.

C. **Appendix C:** Revised History Program Outcomes.

APPENDIX A
B.A. Degree in History
Current Program

Degree Requirements

Core Curriculum Courses		
If a core curriculum course is also listed as a required major course, place an X in the 'credits' column.		

Core Area	Course Prefix and Number	Credit Hours
First Year Seminar	SOAR 1199, HONR 1100, BSBA 1100, NURS 1025	1-3
Written Communication	ENGL 1101, ENG 1102, ENG 1103	6-7
Oral Communication	COMM 2200, COMM 2201, or COMM 2202	3
Mathematics	MATH 1407, MATH 1507, MATH 1510, MATH 1430, MATH 1530, MATH 1540, MATH 1585, MATH 2501	3-4
Humanities	ENGL 2220, ENGL 2221, ENGL 2240, FOLK 2200, HIST 2211, HIST 2212, HIST 2213, PHIL 2200, PHIL 2250, PHIL 2275	X
Fine Arts	ART 1120, ART 1141, MUSI 1106, MUSI 1120, MUSI 1167, MUSI 1168, MUSI 1169, MUSI 2247, MUSI 2277, MUSI 2279, THEA 1120	2-3
Natural Science	BIOL 1104, BIOL 1105, BIOL 1106, BIOL 1180 & 1181, CHEM 1101, CHEM 1105, GEOL 1101, GEOL 1102, PHYS 1101, PHYS 1105, SCIE 1100, SCIE 1103, SCIE 1105 SCIE 1107, SCIE 1115, SCIE 1120, SCIE 1130, SCIE 1210, SCIE 1250, SCIE 2200	4-5
Social Science	BSBA 2200, BSBA 2211, CRIM 1100, CRIM 2202, GEOG 2210, MANG 2205, POLI 2200, PSYC 1101, SOCY 1110, SOCY 2205, TECH 1100	3
Citizenship	HIST 1107, HIST 1108, POLI 1100, RECR 1141	X
Personal Development	**Global Awareness:** FREN 2202, SPAN 2202, LANG 1110, POLI 2210, POLI 2220 **Fitness & Wellness**: CRIM 2212, CHEP 1100, CHEP 1110, HLTA 1100, HLTA 2203, NUTR 1110, PHED 1100 **Technology**: ART 2245, BISM 1200, CIVL 2210, EDUC 2201, MATH 1550, MANF 2250, MUSM 1100, TECH 1101	2-3

Required Major Courses (21 Credit Hours)

Course Prefix & Number	Course Name	Credit Hours
HIST 1107	United States History I	3
HIST 1108	United States History II	3
HIST 2211	World Civilizations I	3
HIST 2212	World Civilizations II	3
HIST 2213	World Civilizations III	3
HIST 2250	The Historian's Craft	3
HIST 4498	Senior Seminar	3

Major Elective Courses (27 Credit Hours)
Selected with advisor's approval. Advanced electives may be taken only when prerequisites are met or with the instructor's permission.

Course Prefix & Number	Course Name	Credit Hours
HIST 3302	West Virginia	3
HIST 3305	History of National Security and Intelligence	3
HIST 3310	Diplomatic and Military History	3
HIST 3312	Colonial America	3
HIST 3314	History of the American Revolution	3
HIST 3316	The Early Republic	3
HIST 3317	Civil War and Reconstruction	3
HIST 3320	Gilded Age and Progressive Era	3
HIST 3322	Modern American History (1920-1960)	3
HIST 3324	Recent America (1960-present)	3
HIST 3333	Women in American History	3
HIST 3335	Women in World History	3
HIST 3340	Popular Culture in Recent America from 1960 to the Present	3
HIST 3344	African American History and Culture	3
HIST 3351	History of England	3
HIST 3352	History of Russia	3
HIST 4405	History of Africa	3
HIST 4410	History of Asia	3
HIST 4415	History of the Middle East: Muhammad to the Present	3
HIST 4421	Colonial Latin American History	3
HIST 4422	Modern Latin American History	3
HIST 4425	Medieval Europe	3
HIST 4429	Early Modern Europe	3
HIST 4430	19th Century Europe	3
HIST 4431	Recent Europe	3
HIST 4450	History of American Sexualities	3
HIST 4455	Revolutions in History	3
HIST 4475	Philosophy of History	3
HIST 4499	Special Topics	3

Foreign Language Requirements (12 credit hours)
Department permission to substitute 12 hours of other language study.

Course Prefix & Number	Course Name	Credit Hours
FREN 1101	Elementary French I	3
FREN 1102	Elementary French II	3
FREN 2201	Intermediate French I	3
FREN 2202	Intermediate French II	3
SPAN 1101	Elementary Spanish I	3
SPAN 1102	Elementary Spanish II	3
SPAN 2201	Intermediate Spanish I	3
SPAN 2202	Intermediate Spanish II	3

Free Electives (26-30 credit hours)

Course Prefix & Number	Course Name	Credit Hours

Total Core Curriculum Credit Hours:	**24-27 credit hours** **NOTEL 6 credit hours of Core Curriculum (Humanities and Citizenship) satisfied in the major for 30-33 total credit hours)**
Total Required Major Courses Credit Hours:	**21 credit hours**
Total Required Foreign Language Credit Hours:	**12 credit hours**
Total Major Elective Credit Hours (If applicable):	**27 credit hours**
Total Free Electives Credit Hours:	**26-30 credit hours**
TOTAL CREDIT HOURS	**120 credit hours**

B.A. Degree in History
Proposed Program

Degree Requirements

Core Curriculum Courses		
If a core curriculum course is also listed as a required major course, place an X in the 'credits' column.		
Core Area	**Course Prefix and Number**	**Credit Hours**
First Year Seminar	SOAR 1199, HONR 1100, BSBA 1100, NURS 1025	1-3
Written Communication	ENGL 1101, ENG 1102, ENG 1103	6-7
Oral Communication	COMM 2200, COMM 2201, or COMM 2202	3
Mathematics	MATH 1407, MATH 1507, MATH 1510, MATH 1430, MATH 1530, MATH 1540, MATH 1585, MATH 2501	3-4
Humanities	ENGL 2220, ENGL 2221, ENGL 2240, FOLK 2200, HIST 2211, HIST 2212, HIST 2213, PHIL 2200, PHIL 2250, PHIL 2275	X
Fine Arts	ART 1120, ART 1141, MUSI 1106, MUSI 1120, MUSI 1167, MUSI 1168, MUSI 1169, MUSI 2247, MUSI 2277, MUSI 2279, THEA 1120	2-3
Natural Science	BIOL 1104, BIOL 1105, BIOL 1106, BIOL 1180 & 1181, CHEM 1101, CHEM 1105, GEOL 1101, GEOL 1102, PHYS 1101, PHYS 1105, SCIE 1100, SCIE 1103, SCIE 1105 SCIE 1107, SCIE 1115, SCIE 1120, SCIE 1130, SCIE 1210, SCIE 1250, SCIE 2200	4-5
Social Science	BSBA 2200, BSBA 2211, CRIM 1100, CRIM 2202, GEOG 2210, MANG 2205, POLI 2200, PSYC 1101, SOCY 1110, SOCY 2205, TECH 1100	3
Citizenship	HIST 1107, HIST 1108, POLI 1100, RECR 1141	X
Personal Development	**Global Awareness:** FREN 2202, SPAN 2202, LANG 1110, POLI 2210, POLI 2220 **Fitness & Wellness**: CRIM 2212, CHEP 1100, CHEP 1110, HLTA 1100, HLTA 2203, NUTR 1110, PHED 1100 **Technology**: ART 2245, BISM 1200, CIVL 2210, EDUC 2201, MATH 1550, MANF 2250, MUSM 1100, TECH 1101	2-3

Required Major Courses (22 Credit Hours)

Course Prefix & Number	Course Name	Credit Hours
HIST 1107	United States History I	3
HIST 1108	United States History II	3
HIST 2211	World Civilizations I	3
HIST 2212	World Civilizations II	3
HIST 2213	World Civilizations III	3
HIST 2250	The Historian's Craft	3
HIST 4498	Senior Seminar	3
HIST 4480	Senior Portfolio	1

Major Elective Courses (27 Credit Hours)

Selected with advisor's approval. Advanced electives may be taken only when prerequisites are met or with the instructor's permission.

Course Prefix & Number	Course Name	Credit Hours
HIST 3302	West Virginia	3
HIST 3305	History of National Security and Intelligence	3
HIST 3310	Diplomatic and Military History	3
HIST 3312	Colonial America	3
HIST 3314	History of the American Revolution	3
HIST 3316	The Early Republic	3
HIST 3317	Civil War and Reconstruction	3
HIST 3320	Gilded Age and Progressive Era	3
HIST 3322	Modern American History (1920-1960)	3
HIST 3324	Recent America (1960-present)	3
HIST 3333	Women in American History	3
HIST 3335	Women in World History	3
HIST 3340	Popular Culture in Recent America from 1960 to the Present	3
HIST 3344	African American History and Culture	3
HIST 3351	History of England	3
HIST 3352	History of Russia	3
HIST 4405	History of Africa	3
HIST 4410	History of Asia	3
HIST 4415	History of the Middle East: Muhammad to the Present	3
HIST 4421	Colonial Latin American History	3
HIST 4422	Modern Latin American History	3
HIST 4425	Medieval Europe	3
HIST 4429	Early Modern Europe	3
HIST 4430	19th Century Europe	3
HIST 4431	Recent Europe	3
HIST 4450	History of American Sexualities	3
HIST 4455	Revolutions in History	3
HIST 4475	Philosophy of History	3
HIST 4499	Special Topics	3

Global Awareness and Humanities Electives (9 credits)

Students will select 9 credit hours from the following – at least two disciplines must be represented. Substitutions may be allowed in consultation with the student's faculty advisor. NOTE: Global Awareness and Humanities Electives may overlap with minor or double major requirements up to 6 credit hours and up to 3 credit hours of Core Curriculum requirements.

Course Prefix & Number	Course Name	Credit Hours
ART 3374	Art History from Prehistory to 1450	3
ART 3376	Art History from 1450 to 1750	3
ART 3378	Art History from 1750 to 1950	3
ART 3380	Art History Since 1950	3
ENGL 2220	World Literature I	3
ENGL 2221	World Literature II	3
ENGL 2240	Introduction to Literature: Prose, Poetry, and Drama	3
FOLK 2201	Introduction to Folklore	3
FOLK 3301	Material Culture	3
HONR 3301	Honors Study / Travel	3
HONR 3350	Honors Special Topics Interdisciplinary Seminar	3
HONR 3351	Consumption, Consumerism, and Sustainability	3
PHIL 2200	Introduction to Philosophy	3
PHIL 2250	Great Philosophers in History	3
PHIL 3350	Comparative Religion	3
PHIL 4499	Special Topics in Philosophy	3
POLI 2220	Comparative Governments	3
POLI 3331	Global Affairs	3
POLI 3370	World Religions and Politics	3
POLI 4455	Model United Nations	3
SOCY 3301	Cultural Anthropology	3
WGST 1150	Women's and Gender Studies Colloquium (repeatable for credit)	1
WGST 2201	Introduction to Women's and Gender Studies	3

Any foreign language courses with the FREN, ITAL, SPAN, or LANG course prefix will be accepted in this category.

Social and Behavioral Science Electives (9 credits)

Students will select 9 credit hours from the following – at least two disciplines must be represented. Substitutions may be allowed in consultation with the student's faculty advisor, NOTE: Social and Behavioral Science Electives may overlap with minor or double-major requirements up to 6 credit hours and up to 3 credit hours of Core Curriculum requirements.

Course Prefix & Number	Course Name	Credit Hours
CRIM 2212	Deviant Behavior	3
CRIM 3310	Comparative Criminal Justice	3
CRIM 3395	Constitutional Law	3
GEOG 2210	Introduction to Geography	3
GEOG 2213	History of 21st Century Geography	3

GEOG 3305	Economic Geography	3
GEOG 3315	Urban Geography	3
GEOG 3330	Geography of North America	3
NSIS 3315	National Security and Intelligence	3
NSIS 3380	Propaganda and Politics	3
PHIL 2275	Introduction to Logic and Critical Reasoning	3
PHIL 3325	Ethics	3
POLI 3315	National Security and Intelligence	3
POLI 3380	Propaganda and Politics	3
POLI 3395	Constitutional Law	3
POLI 4404	Civil Liberties in the US	3
POLI 4405	Terrorism	3
PSYC 2240	Behavioral Statistics	3
SOCY 2205	Principles of Race, Class, and Gender	3
SOCY 2240	Behavioral Statistics	3
SOCY 3325	Work, Stratification, and Class	3
SOCY 3365	Sociology of Appalachia	3
SOCY 3390	Social Change	3
SOCY 4450	Race and Ethnicity	

Minor Requirement (18 credit hours)

NOTE: Minor requirements may overlap with Global Awareness and Humanities Electives up to 6 credit hours and/or Social and Behavioral Science electives up to 6 credit hours. Up to 3 credit hours may overlap with Core Curriculum requirements.

Students earning a Bachelor of Arts in History will declare a minor in one of the following disciplines UNLESS the student is double majoring:
- Art History
- English
- Folklore Studies
- Geographic Information Science
- Museum Studies
- Philosophy
- Political Science
- National Security and Intelligence
- Sociology
- Psychology
- Spanish
- Women's and Gender Studies

Minors outside of the pre-approved list will be allowed in consultation with the student's faculty advisor.

Free Electives (8-29 credit hours)

NOTE: Since there can be overlap between Minor requirements and certain Electives requirements as outlined above, students will have flexibility with free electives credit hours, Honors requirements, additional minors, and / or double majors.

Total Core Curriculum Credit Hours:	24-27 credit hours NOTE: 6 credit hours of Core Curriculum (Humanities and Citizenship) satisfied in the major for 30-33 total credit hours)
Total Required Major Courses Credit Hours:	22 credit hours
Total Required Major Elective Credit Hours:	27 credit hours
Total Required Minor Credit Hours:	18 credit hours NOTE: may overlap with Global Awareness and Humanities electives, Social and Behavioral Science Electives, or Core Curriculum requirements
Total Required Global Awareness and Humanities Electives	9 credit hours NOTE: may overlap with minor, double major, or Core Curriculum requirements)
Total Required Behavioral and Social Science Electives:	9 credit hours NOTE: may overlap with minor, double major, or Core Curriculum requirements
Total Free Electives Credit Hours:	8-29 credit hours
TOTAL CREDIT HOURS	120 credit hours

APPENDIX C

B.A. Degree in History
Revised Program Outcomes

The History Program outcomes as outlined via the Office of Institutional Research and Effectiveness (see here) should be replaced with the following revised and updated History Program outcomes.

Students earning a Bachelor of Arts in History will be able to demonstrate mastery of the following program outcomes:

History Program Outcome #1: Acquire general knowledge of regional, national, and world history.

History Program Outcome #2: Analyze, contextualize, and interpret different types of evidence, including primary and secondary historical sources.

History Program Outcome #3: Articulate historical, evidence-based arguments and analysis through persuasive writing.

History Program #4: Utilize Chicago-style formatting and citations in academic historical writing and develop skills in writing for peer or public audiences.

History Program #5: Identify important geographical features and assess how geography relates to historical developments.

History Program #6: Describe and assess the role of history in modern debates surrounding political, religious, economic, sociocultural, national, and global vents.

New Course Proposal

Prepare course proposal in accordance with the guidelines below and the format shown on the following pages.

COURSE PROPOSAL NUMBER: 23-24-11a

REVISION (label Revision #1, #2, etc.):

SECTION 1: PROPOSAL INFORMATION

Name:	Robin Payne (w/ Hayley Bowman, J Tomlin, Nenad Radulovich)
Title:	Associate Professor of History
E-mail Address:	rpayne4@fairmont state.edu
Phone Number:	Ext. 4785

College:	College of Liberal Arts
Department:	Social Sciences
Program Level:	Undergraduate
Date Originally Submitted:	11/13/2023
Implementation Date Requested:	AY 2024/2025

APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental support of this new course proposal. Should this new course affect any other department or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the letters(s) or email(s) of support must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
College of Liberal Arts (Dr. Chris Kast)	Chris Kast

ADDITIONAL COMMENTS:

New Course Proposal

SECTION 2: COURSE CATALOG INFORMATION

1. **Course Subject Prefix and number (e.g., ENGL 1101):** Course number/prefix combinations may be used only once, and <u>may not be recycled</u>; please check with the Registrar's Office to get a list of available, valid course numbers.	HIST 4480
2. **Course Title:** The title of the course as it will appear in the course catalog.	Senior Portfolio
3. **Number of Credit Hours:** Indicate the total number of credit hours for the course. If you are proposing a course with variable credit options, explain that here.	1
4. **Repeatability (number of repeat credit hours):** Students can repeat the course for credit.	0
5. **Course Prerequisites:** Include subject prefix and course number. List only immediate prerequisites (not prerequisites for other prerequisite courses).	HIST 2250 HIST 4498
6. **Course Co-requisites:** Include subject prefix and course number.	
7. **Course Cross-listings** (e.g., PSYC 2230 and SOCY 2230)	
8. **Course Restrictions** (e.g., Seniors only)	Must be completed in last semester of study prior to graduation.
9. **Grade Type:** Indicate whether students will be assigned a standard A-F final grade, a Pass/Fail (P/F) grade, or No Grade (NG).	Standard
10. **Requirements:** Will the course be a required or elective course? What course requirements will this course satisfy? Indicate specific major, minor, or College/Department requirement(s).	Required for History B.A. majors in the College of Liberal Arts (Department of Social Sciences)
11. **Course Terms:** In what semester(s) will the course be offered? (e.g., Fall only, Summer)	Fall and Spring
12. **Writing Intensive:** Does this course fulfill the Writing Intensive major requirement?	No
13. **Core Curriculum:** Will the course be reviewed and considered as a University Core Curriculum course offering? If yes, you will need to submit a separate Core Curriculum application to the General Studies Committee.	No

SECTION 3: CURRICULUM-BASED RATIONALE

What is the reason for developing the proposed course? Explain how the course fits into the curriculum. For example, is it a required or elective course for any specific program (if so, which one)? Which students will be taking this course? If there are already similar courses offered, explain why the needs of the program cannot be satisfied by an existing course. The curriculum-based rationale should be brief and to the point.

The History Program will implement a senior portfolio course for students receiving a Bachelor of Arts in History. The senior portfolio course will be completed in a student's final semester of study prior to their graduation. Enrolled students will submit artifacts from their history curriculum that reflect their mastery of History Program outcomes and will write a final reflection on their accomplishments in the program, including their goals for their history degree. This will provide the history program with better opportunities for program assessment while enabling students to build a portfolio that spotlights their accomplishments and acquired skills.

SECTION 4: COURSE SYLLABUS

Attach the course syllabus or at minimum the following course components:

Catalog Course Description: Include a course catalog description written in complete sentences that will be published in the university catalog. The word length for a catalog description should be less than 80 words. Do not include any prerequisites, corequisites or any other restrictions in the description.

In the senior portfolio for the history program, students will submit artifacts from previously completed courses that demonstrate their mastery of history program outcomes. They will also write a final reflection on their accomplishments in the history program and their postbaccalaureate goals for utilizing their history degree. Students must be in their final semester of study and they must have applied for graduation in order to enroll in the course.

Course Learning Outcomes: These should be stated in terms of what new knowledge and/or skills students should be able to <u>demonstrate</u> upon successful completion of the course. Present course learning outcomes as a bulleted list predicated with "Upon successful completion of this course, students should be able to…"

- Outcome 1 – Students will demonstrate their mastery of at least FOUR of the History Program Outcomes by curating and submitting artifacts from successfully completed courses in their major curriculum.

- Outcome 2 – Students will create a formal portfolio that includes their HIST 2250 research paper, their final paper from HIST 4498, and at least three additional substantial assignments from their advanced history electives, including (but not limited

to) research papers, primary source analysis assignments, scholarly book reviews, etc.

- Outcome 3 – Students will produce a reflective essay on their accomplishments in the history program and their professional, postbaccalaureate goals. Reflective essays should include an assessment of how the student's selected minor(s) or double-major have enhanced their program of study.

Assessment: Describe generally how students' achievement of the course learning outcomes will be assessed.

The history senior portfolio will primarily serve to allow students to chronicle their progress in the history program upon degree completion to catalogue artifacts that demonstrate their mastery of the history program outcomes, to reflect on their experiences and their postbaccalaureate goals, and to produce a digital portfolio in celebration of their work. History faculty will teach this one-credit course on a rotating basis every semester. History faculty will thus collaborate on the creation of rubrics that will be used to assess student's work as outlined below. A shell will be created in Blackboard with standard rubrics that all faculty will utilize to ensure uniformity of evaluation from semester to semester.

Course Outline: Attach a course content outline consisting of at least two levels.

History faculty will work collaboratively to create a basic structure for HIST 4480 that will exist in Blackboard. At least three collaborative places will be created for students to enter the following:

1. Evidence of mastery of program outcomes (Course Outcome 1)
   a. Students will curate and upload artifacts including (but not limited to) successfully completed exams, quizzes, papers, presentations, etc. as linked to the History Program Outcomes they believe those assignments represent.

2. Creation of a digital portfolio (Course Outcome 2)
   a. Students will upload their final papers for HIST 2250 and HIST 4498 in addition to at least three other substantial works from their advanced history course work.

3. Reflective essay on accomplishments within the program and postbaccalaureate goals (Outcome 3)
   a. Upon submission of their artifacts and creation of their digital portfolio, students will write and submit a reflective essay (suggested length roughly 5-10 double-spaced, typed pages) in which they assess their progress within the program and their plans post-graduation. In this essay, students should comment on how the materials they have included in their digital portfolio were significant in their mastery of the program outcomes, affected their professional goals, or impacted their experience within the program. They should also address how their chosen minor(s) and/or double-majors enhanced their history curriculum.